SWAN Vancouver

Culturally-Specialized Supports & Advocacy for Im/Migrant Women Engaged in Indoor Sex Work

23 Sept 2021

Job Posting: Peer Program Coordinator (Mandarin Speaking)

SWAN Vancouver is a non-profit organization based in downtown Vancouver. Through frontline services and systemic advocacy, SWAN promotes the rights, health, and safety of im/migrant women who are engaged in sex work.

Job Description:

The Peer Program Coordinator will implement and manage SWAN's Peer Program. Reporting to the Executive Director, your primary function will be to coordinate peer-led activities for women who access SWAN's services. The successful candidate will be a people person who enjoys interacting with diverse individuals in various social settings.

Responsibilities:

* Coordinate SWAN's peer-led program, including planning and delivering program activities such as social gatherings, arts & crafts circles, anti-violence workshops, English conversation classes, job skills information sessions, legal and immigration webinars, and other
* Recruit and retain program participants
* Conduct ongoing community consultations to ensure the program reflects participants' preferences
* Participate in the funder's grant requirements (e.g., reporting, attending monthly grantee meetings)

Qualifications:

* Experience organizing events and activities
* Fluency in Mandarin & ability to read and write Simplified and/or Traditional Chinese
* Intermediate English proficiency
* Cantonese proficiency is an asset
* 1-2 years experience working in a non-profit work environment is preferred
* Applicants with lived experience in sex work, immigration and/or the migrant work sector will be given preference. Note: We acknowledge everyone's wisdom, knowledge and lived experience in the sex industry but we are not accepting applications for this position from third parties (e.g., driver, receptionist, manager).

Other Qualifications:

* Be outgoing with strong interpersonal skills
* Be flexible and adaptable
* Pay strong attention to detail
* Have excellent time-management skills
* Be able to manage multiple team members and work collaboratively
* Have an intersectional lens regarding race, culture, gender, ability, sexual diversity and individual life choices
* Have an understanding of sex work stigma and barriers to community services
* Be non-judgemental to women irrespective of their immigration status and occupation
* Have a strong commitment to confidentiality, ethics and professional boundaries

Position Details:

Hours: 32 hours per week (flexible/may include weekend or weeknight hours as needed), plus extended health and dental benefits
Wage: $24 per hour
Start date: October 2021
Term: Until August 2023 (with possibility of extension)

To apply, please send a resume and cover letter indicating your interest in this position and outlining your qualifications to development@swanvancouver.ca (attention: Andi Wiseman).

OPEN UNTIL FILLED.
We thank all applicants; however only shortlisted candidates will be contacted.